



Liquor Control Board
Licensing and Regulation
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Spirits, Beer, and Wine Restaurant Requirements

The following is an outline of the food service, kitchen equipment, and floor space requirements for a Spirits, Beer, and Wine Restaurant liquor license.

Please see the brochure "How to Apply for Liquor License" for more information on the licensing process.

Questions? Please call the customer service desk at (360) 664-1600



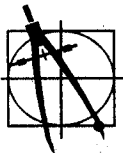
Food Service and Kitchen Equipment Requirements:

- ☐ You must maintain a menu offering at least five different complete meals:
 - o A "complete meal" means an entree plus at least one additional course.
 - o The entrees can be meat, fish, fowl, eggs, vegetarian meat substitutes, pasta or a combination thereof.
 - o The entrees must be heated by means of baking, roasting, broiling, or grilling, and must require the use of a dining implement to eat.
 - o One of the five entrees may consist of a deep fried item or pizza
 - o The food items necessary to prepare the complete meals must be kept on the premises and must be edible.
- ☐ You must provide complete meals at least five hours per day between 11 a.m. and 11 p.m., at least five days per week, plus any other day liquor is sold or served.
- ☐ If the premises is 100% dedicated dining area (no lounge or game rooms), complete meal service must be available at all times liquor is available for sale, service, and consumption.
- ☐ The hours of complete meal service must be conspicuously posted on the premises or listed on the menu.
- ☐ A chef or cook must be on duty during complete meal hours. This person must be primarily responsible for the preparation of meals with the kitchen being his/her principal work station (any additional duties must be incidental).
- ☐ Outside the hours complete meals are served, maintain minimum food service any time liquor is sold or served:
 - o This minimum food service must include sandwiches and/or short orders such as deep fried foods, hors d'oeuvres, soup or chili.
 - o Snacks such as peanuts, popcorn or chips do not meet this requirement.
 - o Notice of the availability of this minimum food service must be conspicuously posted or listed on the menu.
- ☐ Maintain kitchen equipment necessary to support the required complete meals.



Floor Space Requirements:

- ☐ If persons under twenty-one years of age are planned customers of your business, you must have at least one area dedicated to dining which amounts to no less than fifteen percent of the total customer service area. This area may not contain games or other amusement devices. Additional dining space, whether part of the dedicated dining area or other separate areas, are encouraged but not required.
- ☐ Restaurants that have less than fifteen percent of their total customer service area dedicated to dining must exclude persons under twenty-one years of age (including any employees under 21) from the entire premises. The licensee must pay the two thousand dollar annual license fee and is required to post "minors prohibited" signage.
- ☐ Persons under twenty-one years of age are not allowed in game rooms after 10 p.m. unless liquor service in the game room is discontinued. Exceptions may be requested as an added activity by writing the License and Regulation Division of the Liquor Control Board. The letter should outline the exact nature of the request, and include how you plan to control or prohibit minor access to alcohol.
- ☐ The primary entrance must open directly into the dedicated dining area or a neutral area (such as a lobby, foyer or waiting room) from which the dedicated dining area is directly accessible. The primary entrance is determined by the street address of a premises.
- ☐ Restrooms must be accessible from the dedicated dining area without passing through the lounge or other restricted area.
- ☐ Barriers surrounding the lounge or separating other restricted/non-restricted areas must be constructed in a manner substantial enough to discourage persons from entering the restricted area except through approved entrances. These barriers must be at least forty-two inches in height.
- ☐ Tables, buddy bars, ledges or similar surfaces may not be used as barriers between restricted and non-restricted areas.
- ☐ Entrances to restricted areas must be no wider than ten feet with no more than ten foot openings per wall. The Board may approve additional or wider entrances based on demonstrated safety or architectural requirements. Board approved "Minors Prohibited" signs must be conspicuously posted at all entrances to restricted areas to prevent unauthorized persons from entering.



If you are opening a new restaurant or making alterations to an existing restaurant, you will be asked to submit **two sets of floor plans, drawn 1/4 inch to 1 foot scale, to include the following information:**

- North arrow indicator ↑
- Location of all public entrances (designate access such as street, alley, parking lot, and list street names)
- Name of rooms (dining areas, lounge, taproom, game area, bandstand, dance floor, etc.); show location and describe type of barriers
- Furniture (tables, chairs, booths, bar, service bars, pool tables, etc.)
- Detailed kitchen layout showing location and type of equipment such as oven, refrigeration, cook top, grill, etc.

Professional blueprints are not required, as long as the floor plans are drawn to scale as described.